

IDAHO BOARD OF DENTURITRY
Bureau of Occupational Licenses
700 West State Street, P.O. Box 83720
Boise, ID 83720-0063

Conference Call Minutes of 4/7/2017

BOARD MEMBERS PRESENT: Rebecca L Westerberg - Chair
Richard Howell
Carla R Wolfrum
Pamela W Miller
Lisa H Penny

BUREAU STAFF: Tana Cory, Bureau Chief
Dawn Hall, Administrative Support Manager
Lori Peel, Investigative Unit Manager
Maurie Ellsworth, General Counsel
Eric Nelson, Board Prosecutor
Kim Aksamit, Technical Records Specialist I

The meeting was called to order at 10:30 AM MDT by Richard Howell.

APPROVAL OF MINUTES

Ms. Wolfrum made a motion to approve the minutes of November 4, 2017. It was seconded by Ms. Westerberg. Motion carried.

LEGISLATIVE REPORT

Ms. Cory gave the legislative report. She said that the rule changes the Legislature approved are now in effect.

Rule 100 would allow the Board to meet at least annually or at such other times as determined by the Chair or by written request of two (2) members of the Board.

Rule 150 allows the exam to be held no less than two (2) times a year at such time and places as may be determined by the Board. The Board shall have the authority to prescribe additional coursework or clinical work for any applicant who has failed an examination two (2) or more times.

Rule 200 allows the filing of an application for examination to be received not less than seven (7) business days prior to the next scheduled meeting of the Board. Applications received after that date may be held over until the Board's next meeting. It also will allow the Board at the time of approval of an

application to set the test date if one has not been set.

Rule 300 requires an internship supervisor to meet certain requirements before being approved to supervise. Comments were submitted regarding years of work experience required to become a supervisor for an internship.

Rule 450 requires a denturist to keep a record of each patient and provides the proper record retention procedure.

Ms. Westerberg made a motion to send a postcard to all licensees regarding the current rules that are now in effect and to designate the Board Chair to approve it. It was seconded by Ms. Wolfrum. Motion carried.

FINANCIAL REPORT

Ms. Hall gave the financial report, which indicated that the Board had a negative cash balance of (\$2,124.50) as of March 31, 2017.

DISCIPLINE

Mr. Nelson presented a memorandum regarding case number DEN-2017-1. After discussion, the Board gave recommendations for appropriate discipline.

Ms. Wolfrum recused herself from DEN-2017-1.

Ms. Westerberg made a motion to close case DEN-2017-1 with an advisory letter. It was seconded by Ms. Miller. Motion carried.

INVESTIGATIVE REPORT

Ms. Peel gave the investigative report, which is linked above.

OLD BUSINESS

To Do List – The Board reviewed the to do list.

REPORT FROM SUBCOMMITTEE REGARDING EXAM STATUS

The subcommittee reported that it will continue to research and work on the examination.

IMPLEMENTATION OF NEW FACILITY RULE

Ms. Penny made a motion that the Denturist Annual Business Statement be updated and sent out with all audits and to have the Board Chair review it for final approval. It was seconded by Ms. Westerberg. Motion Carried.

NEW BUSINESS

NEXT MEETING was scheduled for November 3, 2017 at 10:30 am MST.

REVIEW APPLICATION REVISION

Ms. Miller made a motion to approve the revision to the Denturtry Licensure application updating the new rule changes. It was seconded by Ms. Westerberg. Motion carried.

Ms. Penny made a motion to approve the revision to the Denturtry Internship application updating the new rule changes and have the Board Chair review it for final approval. It was seconded by Ms. Wolfrum. Motion carried.

EXECUTIVE SESSION

Ms. Westerberg made a motion that the Board go into executive session under Idaho Code § 74-206(1)(d) to consider records that are exempt from disclosure under the Idaho Public Records Law. The purpose of the Executive Session was to consider license application materials. It was seconded by Ms. Penny. The vote was: Ms. Wolfrum, aye; Ms. Penny, aye; Ms. Westerberg, aye; and Mr. Howell, aye. Motion carried.

Ms. Westerberg made a motion to come out of executive session. It was seconded by Ms. Miller. The vote was: Ms. Wolfrum, aye; Ms. Penny, aye; Ms. Westerberg, aye; and Mr. Howell, aye. Motion carried.

APPLICATIONS

Monthly internship logs were reviewed, no motions were made.

ADJOURNMENT

Ms. Westerberg made a motion to adjourn the meeting at 11:24 am MDT. It was seconded by Ms. Wolfrum. Motion carried.

Rebecca L Westerberg, Chair

Richard Howell

Carla R Wolfrum

Pamela W Miller

Lisa H Penny

Tana Cory, Bureau Chief